

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: February 19, 20, 2003

Division: Monroe County

Bulk Item: YES XXX NO

Department: Fixed Asset Surplus

AGENDA ITEM WORDING: Approval to remove surplus equipment from inventory via advertising, removal, and disposal.

ITEM BACKGROUND: See attached schedule

PREVIOUS RELEVANT BOCC ACTION: N/A

STAFF RECOMMENDATION:

TOTAL COST: N/A BUDGETED: Yes No

Cost to County: N/A

REVENUE PRODUCING: Yes No AMOUNT PER MTH YEAR

Prepared By: *Divina D. Speer*
Divina D. Speer, Deputy Clerk

Division Director Approval: SANDRA CARLILE, Finance Director *S. Carlile*

DOCUMENTATION: Included YES To Follow Not Required
DISPOSITION: Agenda Item: *D43*

Board of County Commissioner
February 19, 20, 2003

SCHEDULE OF SURPLUS ITEMS		ITEM BACKGROUND	AMOUNT		BOCC ACTION
County ID #	Description		Original Value	Estimated Present Value	need approval to-
1 0101-203	Dell Computer	old-beyond economical repair	\$2,350.28	\$0.00	remove & dispose
2 0701-185	HP Scanner	old-not state compliance	\$866.79	\$0.00	remove & dispose
3 0701-217	Netbuilder SSII	old-not state compliance	\$1,496.88	\$0.00	remove & dispose
4 0701-212	Printer	old-not state compliance	\$681.60	\$0.00	remove & dispose
5 0701-220	Printer	old-not state compliance	\$832.77	\$0.00	remove & dispose
6 0701-221	Printer	old-not state compliance	\$832.77	\$0.00	remove & dispose
7 0920-442	John Deere Gator	beyond economical repair	\$4,731.06	\$0.00	remove & dispose
8 1412-012	Mobile Radio	broken-beyond economical repair	\$5,241.20	\$0.00	remove & dispose
9 14120116	Battery Support System	broken-beyond economical repair	\$1,400.00	\$0.00	remove & dispose
10 14120140	Pulse Oximeter	broken-beyond economical repair	\$2,495.00	\$0.00	remove & dispose
11 14120143	Pulse Oximeter	broken-beyond economical repair	\$2,495.00	\$0.00	remove & dispose
12 1413-031	Copier	broken-beyond economical repair	\$1,686.80	\$0.00	remove & dispose
13 1416-082	Pulse Oximeter	broken-beyond economical repair	\$995.00	\$0.00	remove & dispose
14 1418-164	Dell Computer	broken-beyond economical repair	\$2,680.00	\$0.00	remove & dispose
15 1419-070	Ultrasound Machine	broken-beyond economical repair	\$168,155.00	\$0.00	remove & dispose
16 0100-268	Dell Computer	broken-used for parts	\$1,698.00	\$0.00	remove & dispose
17 0300-184	Dell Computer	broken-used for parts	\$1,853.00	\$0.00	remove & dispose
18 1404-061	HP Printer	broken-used for parts	\$2,072.00	\$0.00	remove & dispose
19 1404-071	Dell Computer	broken-used for parts	\$2,274.36	\$0.00	remove & dispose
20 1415-086	Dell Computer	broken-used for parts	\$2,663.00	\$0.00	remove & dispose
21 1434-298	Dell Computer	broken-used for parts	\$1,657.00	\$0.00	remove & dispose
22 1505-150	Dell Computer	broken-used for parts	\$1,941.00	\$0.00	remove & dispose
23 0901-206	Engine Analyzer	damage by hurricane	\$1,766.99	\$0.00	remove & dispose
24 0910-063	1995 Ford F150 w/ box	beyond economical repair	\$12,710.00	\$2,500.00	advertise for bids
25 0920-477	1980 Ford 3600 Tractor	beyond economical repair	\$10,164.80	\$1,500.00	advertise for bids
26 0940-204	1989 Fortress Paver	beyond economical repair	\$36,750.00	\$3,500.00	advertise for bids
27 1001-495	1994 Buick Century	beyond economical repair	\$11,097.00	\$900.00	advertise for bids
28 3000-070	1992 Ford Taurus	beyond economical repair	\$10,762.00	\$600.00	advertise for bids
29 3000-095	1992 Chev 1500 Pickup	beyond economical repair	\$9,492.00	\$1,500.00	advertise for bids
30 0910-055	1994 Ford F150 w/ box	beyond economical repair	\$11,279.00	\$2,100.00	advertise for bids
31 0901-225	1986 Chev C20 Van	beyond economical repair	\$10,255.57	\$100.00	advertise for bids

RECEIVED JAN 2 2 2003

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

RECEIVED JAN 14 2003

TO: Divina D. Speer
Property Clerk, Finance Dept.

FROM: Andrea Comstock
Monroe Council of the Arts

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
0101-203 ✓	B84ND	Dell Computer	9/30/97	\$2,350.28/\$0

CHECK APPROPRIATE LINE BELOW:

 APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS.
 XXXXX
 APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

 APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY.

REASON FOR REQUEST:

OLD- OBSOLETE - TOO COSTLY TO UPGRADE - ALREADY REPLACED

APPROVED BY:
 Print Name

Andrea Comstock
 Andrea Comstock

DATE: 12-12-02

DIVISION DIRECTOR APPROVAL:

PRINT NAME: JAMES ROBERTS

TECHNICAL SERVICES APPROVAL:

PRINT NAME: TODD ERICKSON

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Peter Lubert
FIRE RESC-e Support Service

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1418-164 ✓	SWSTZ	DELL COMPUTER	12/21/95	\$2,680.00/\$0

CHECK APPROPRIATE LINE BELOW:

XXXXX APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS.

APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY.

REASON FOR REQUEST:

OLD - OBSOLETE - TOO COSTLY TO UPGRADE

APPROVED BY: _____

Print Name: PETE LUBERT

DATE: _____

12/17/02

DIVISION DIRECTOR APPROVAL: _____

PRINT NAME: _____

CLARK MARTIN

TECHNICAL SERVICES APPROVAL: _____

PRINT NAME: _____

TODD ERICKSON

01/10/2001 17:16 3052953660

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MUNROE COUNTY INVENTORY DELETION REQUEST

TO: Divina Speer
PROPERTY CLERK, FINANCE DEPT.

FROM: Joyce Gnaflau

DATE: 1-28-03

M.C. ID. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
0701-185	SSG 6AE 2102	Scanner Hp ScanJet	3-14-97	866.79

CHECK APPROPRIATE LINE BELOW.

- ☒ APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS.
☐ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
☐ APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY.

REASON FOR REQUEST:

Old and not state compliance

PREPARED BY: [Signature] DATE: 1-28-03
 DIVISION DIRECTOR APPROVAL: [Signature]
 Harry Sawyer

MONROE COUNTY

INVENTORY DELETION REQUEST

Fax 295-3660

TO: _____

FROM: Joyce

PROPERTY CLERK, FINANCE DEPT

DATE: _____

M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
0701 208	HS672MBB H3P123	High Puffer Compaq	9-9-98	2,830.00
0701 217	3C 8537	Net builder SSI	2-24-00	12196.88
0701 212	Printer Genicom KW	S# 9841 D 97227	3-26-99	681.60
0701 220	Printer Genicom Mar	S# 9947 D 20464	1-25-00	832.77
0701 221	Printer-PK Genicom	9947 D 20970	1-25-00	832.77

CHECK APPROPRIATE LINE BELOW

☒ APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS.
☐ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
☐ APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY.

REASON FOR REQUEST:

010 - and not State compliance

PREPARED BY: JoyceDATE: 1-21-2003

DIVISION DIRECTOR APPROVAL:

PRINT NAME: Harry S. Sawyer Jr

MONROE COUNTY INVENTORY DELETION REQUEST

TO: DIVINA SPEER

FROM: Joe Medallion

PROPERTY CLERK, FINANCE DEPT.

Dir., U. K. Operations

DATE: January 9, 2003

RECEIVED JAN 13 2003

M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
0920-442 ✓	W004X2X015432	John Deere Gator	2/15/96	\$4,731.06 / \$0.00

CHECK APPROPRIATE LINE BELOW:

- ☐ APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS.
☒ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
☐ APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY.

REASON FOR REQUEST:

Item is beyond it's useful life. Repairs are not financially feasible.
"Asset destruction" is requested.

PREPARED BY: Joe Medallion

DATE: 01/09/03

DIVISION DIRECTOR APPROVAL: _____

PRINT NAME: Dent Pierce

1/10/03

RECEIVED JAN 9 9 2003

MONROE COUNTY INVENTORY DELETION REQUEST

TO: Divina D. Speer – Stop #8
Property Clerk, Finance Dept.
 DATE: 1/7/02

FROM: Peter Lubert Support Services
MCFR

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1412-012 ✓	476ANS1624	Mobile Radio	10/1/88	\$5,241.20/\$0
14120116 ✓	00017121	Battery Support System	4/2/91	\$1,400.00/\$0
14120140 ✓	99561	Pulse Oximeter	3/19/91	\$2,495.00/\$0
14120143 ✓	99555	Pulse Oximeter	3/19/91	\$2,495.00/\$0
1413-031 ✓	CXL71592	Copier	7/1/92	\$1,686.80/\$0
1416-082 ✓	296314744	Pulse Oximeter	3/25/93	\$995.00/\$0

CHECK APPROPRIATE LINE BELOW:

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☐ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
☐ APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY.

REASON FOR REQUEST:

Mostly broken – beyond economical repair – old - obsolete

APPROVED BY: Peter Lubert
 PRINT NAME PETE LUBERT

DATE: 1/7/03

DIVISION DIRECTOR APPROVAL:
 PRINT NAME

Clark O. Martin
 CLARK MARTIN

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

RECEIVED JAN 14 2003

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Peter Lubert
FIRE RESCUE Support Supervisor

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1418-164 ✓	SWSTZ	DELL COMPUTER	12/21/95	\$2,680.00/\$0

CHECK APPROPRIATE LINE BELOW:

 XXXXX APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS.
 _____ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
 _____ APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY.

REASON FOR REQUEST:

OLD - OBSOLETE - TOO COSTLY TO UPGRADE

APPROVED BY: Pete Lubert DATE: 12/17/02
 Print Name: PETE LUBERT

DIVISION DIRECTOR APPROVAL: Clark Martin
 PRINT NAME: CLARK MARTIN

TECHNICAL SERVICES APPROVAL: Todd Erickson
 PRINT NAME: TODD ERICKSON

**MONROE COUNTY
INVENTORY DELETION REQUEST**

TO: Divina D. Speer – Stop #8
Property Clerk, Finance Dept.

FROM: _____

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1419-070 ✓	9412-6858	Ultrasound Machine	2/22/95	\$168,155.00/\$0

CHECK APPROPRIATE LINE BELOW:

xxxxx

APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS.
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY.

REASON FOR REQUEST:

Equipment is old, outdated, broken and beyond economical repair. Previously advertised for bid but bidder refused because the bidder found out that the machine is broken.

PREPARED BY: Pamela Johnson
PRINT NAME Pamela Johnson

DATE: 1-17-03

DIVISION DIRECTOR APPROVAL:

PRINT NAME

Clark Martin
Clark Martin

RECEIVED JAN 21 2003

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: _____
 Property Clerk, Finance Dept.
 DATE: _____

FROM: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
0100-268 ✓	4P9XD	COMPUTER	5/31/95	\$1,698.00/\$0
0300-184 ✓	9KHRZ	COMPUTER	9/9/97	\$1,853.00/\$0
1404-061 ✓	JPGL018366	PRINTER	9/30/94	\$2,072.00/\$0
1404-071 ✓	93B1X	COMPUTER	6/17/97	\$2,274.36/\$0
1415-086 ✓	GRGJ0	COMPUTER	7/23/96	\$2,663.00/\$0
1434-298 ✓	3WKZN	COMPUTER	3/1/95	\$1,657.00/\$0
1505-150 ✓	BJ22R	COMPUTER	9/30/97	\$1,941.00/\$0

CHECK APPROPRIATE LINE BELOW:

 APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS.
 XXXXX
 APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

 APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY.

REASON FOR REQUEST:

MOSTLY BROKEN - USED FOR PARTS

APPROVED BY: TODD ERICKSON DATE: _____

DIVISION DIRECTOR APPROVAL: Sheila A. Barker
 PRINT NAME: SHEILA A. BARKER

TECHNICAL SERVICES APPROVAL: Todd Erickson
 PRINT NAME: TODD ERICKSON

MONROE COUNTY INVENTORY DELETION REQUEST

TO: Divina Speer, Property Manager FROM: Roy Sanchez
Finance Department, Stop #8 Fleet Management Services
 DATE: January 27, 2003

County Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
0901/206	SUB3S286163394	Snap-On Engine Analyzer	Sept. 1996	1,766.99 / SALV.

Check appropriate line:

☐ APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS
☒ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF SAME
☐ APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY

REASON FOR REQUEST:

ABOVE ITEM WAS DAMAGED BY HURRICANE (WATER GOT TO IT)

PREPARED BY: Ron Cherry

DATE: 2/3/03

DIVISION DIRECTOR APPROVAL: *[Signature]*

MONROE COUNTY INVENTORY DELETION REQUEST

TO: Divina Speer, Property Clerk
Finance Department, Stop #8
 DATE: February 3, 2003

FROM: Roy Sanchez
Fleet Management Services

County Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
0910/063	1FTDF15YXSNB60557	95 FORD F150 W/ BOX	JULY 1995	12,710.00 / 2,500.00
0920/477	0665851	80 FORD 3600 TRACTOR	MAY 1981	10,164.80 / 1,500.00
0940/204	88K4117	89 FORTRESS PAVER	JAN. 1989	36,750.00 / 3,500.00
1001/495	1G4AG55M6R6490572	94 BUICK CENTURY	JUNE 1994	11,097.00 / 900.00
3000/070	1FACP50U1NA197499	92 FORD TAURUS	MARCH 1992	10,762.00 / 600.00
3000/095	1GCEC14Z6NE170451	92 CHEV 1500 PICKUP	APRIL 1992	9,492.00 / 1,500.00
0910/055	1FTEF15Y7RNB52950	94 FORD F150 W/ BOX	JUNE 1994	11,279.00 / 2,100.00
0901/225	1GCEG25N8G7186471	86 CHEV C20 VAN	1986	10,255.57 / 100.00

Check appropriate line:

XXX APPROVAL TO REMOVE FROM INVENTORY AND ADVERTISE FOR BIDS
 _____ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF SAME
 _____ APPROVAL TO ACCEPT HIGHEST BIDS ON SURPLUS PROPERTY

REASON FOR REQUEST:

ABOVE ITEMS ARE NO LONGER IN USE, HAVE BEEN REPLACED AND/OR IS BEYOND ECONOMICAL REPAIR.
TOP 6 ITEMS ARE LOCATED AT THE KEY WEST GARAGE, CENTER UNIT AT THE MARATHON GARAGE, LAST UNIT AT THE PK GARAGE.

PREPARED BY: Ron Cherry

DATE: 02/03/03

DIVISION DIRECTOR APPROVAL: _____

PRINT NAME: Dent Pierce

2/3/03